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Zuzek inc.
— ONE WORLD —

Pelee Coastal Resilience Committee

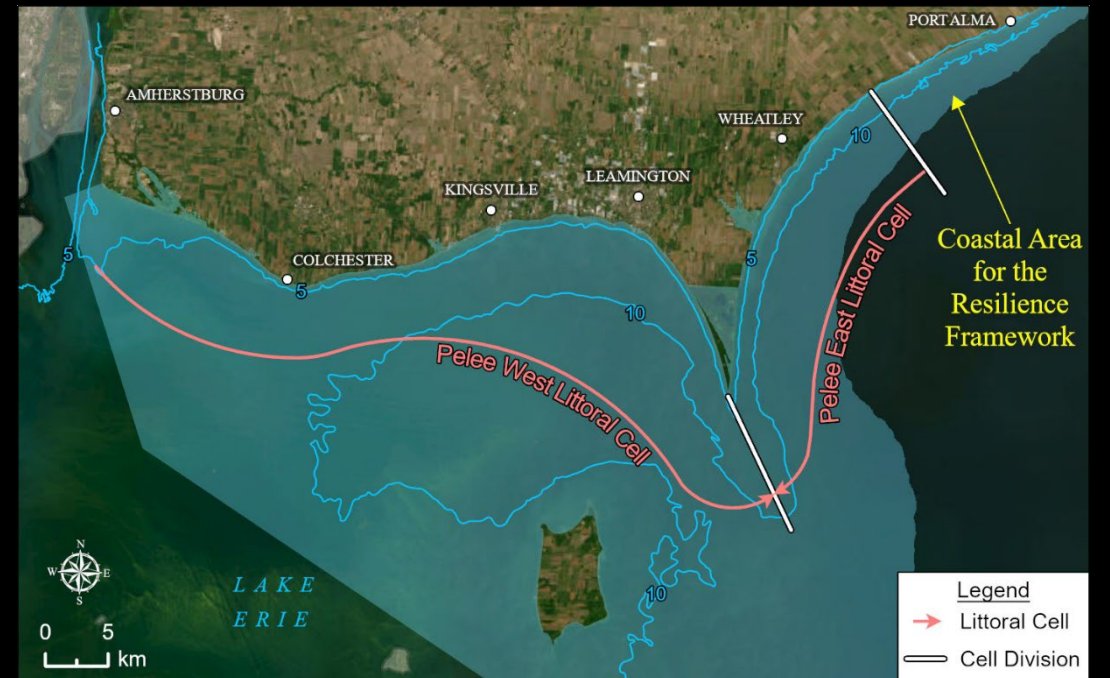
Quarterly Meeting #1

Pete Zuzek, Linda Mortsch, Janice Forsyth, Larry Hildebrand
June 13, 2024



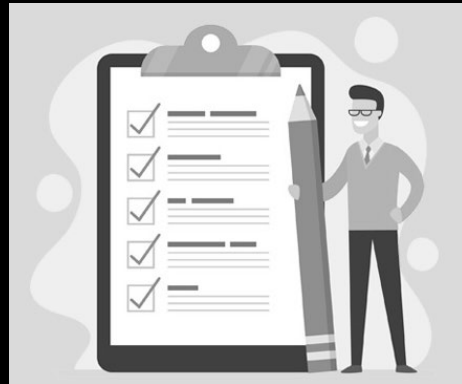
Land Acknowledgement

The Municipality of Leamington acknowledges that this land is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomie Peoples and specifically, the traditional territory of the Caldwell First Nation.





I – AGENDA AND MEMBERSHIP



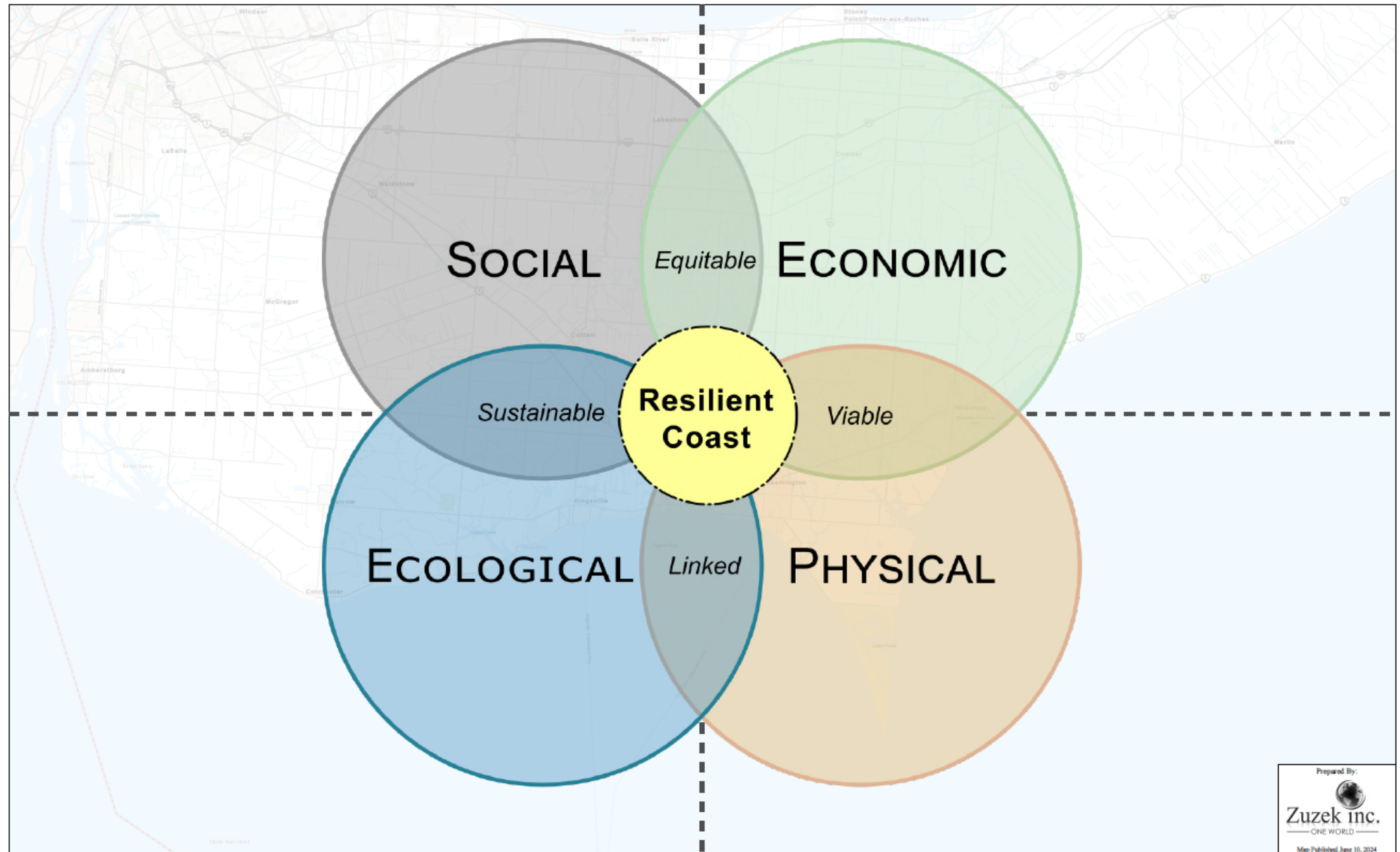
Agenda – Quarterly Meeting #1 Pelee Coastal Resilience Action Plan

Date: June 13, 2024; 10 am to 3 pm

Location: Municipality of Leamington Council Chambers; 111 Erie St N, Leamington

1.	Review/Approve Agenda and Introductions
	<ul style="list-style-type: none">• Review and approval of agenda.• Review Membership.
2.	Update on NRCan Contribution Agreement and Other Funding Opportunities
	<ul style="list-style-type: none">• Update on status.• Matching funds from partners.• Review of other funding and leverage opportunities.
3.	Committee Governance
	<ul style="list-style-type: none">• Successful Management and Operation of a Committee (Larry Hildebrand, ~20 mins).• Terms of Reference:<ul style="list-style-type: none">• Decision making/voting (Consensus Matrix for major decisions).• Finalize and vote.• Update on logo.
4.	Finalize Goals and Vision
	<ul style="list-style-type: none">• Discuss and vote.
	Lunch (at appropriate time)
	<ul style="list-style-type: none">• Brought in.
5.	Year 1 Work Plan
	<ul style="list-style-type: none">• Establish four groups (mixed) and discuss two questions (20-30 mins):<ul style="list-style-type: none">• Describe existing impacts/challenges your organization is seeing/experiencing in the study area (non-geographic).• Identify a geographic area(s) in the coastal area with low resilience/challenges.• Report out to the full group of key findings (30 mins).
6.	Other Business
	<ul style="list-style-type: none">• As required.
7.	Next Meeting and Adjourn
	<ul style="list-style-type: none">• September 12, 2024 (location).• Meeting adjourned.

PELEE COASTAL CLIMATE RESILIENCE AND ADAPTATION ACTION PLAN





II – UPDATE ON NRCAN CONTRIBUTION AGREEMENT AND OTHER FUNDING





Contribution Agreement

- Zuzek Inc. has signed the contribution agreement with NRCan. Waiting for Deputy Minister sign back
- No public announcements until notified by NRCan
- Need to organize matching cash from partners for Year 1
- Other funding sources and leverage opportunities:
 - First Nation Adapt funding for Caldwell FN participation (application in preparation)
 - Applied to MECP Great Lakes Program for beachgrass nurseries (multiple locations)
 - Presenting to Town of Essex on July 2 (potential for a 30k contribution)



III – COMMITTEE GOVERNANCE





Committee Governance

- Presentation by Dr. Lawrence Hildebrand





I've Served on Numerous Committees over the past 45 years

- International (United Nations, European Union)
- Regional (Seas of East Asia, Baltic Sea)
- National (ESSIM)
- Transboundary (Can-US Gulf of Maine Council)
- Federal-provincial (Ministerial Fisheries & Aquaculture)
- Local (Atlantic Coastal Action Program)
- NGO (International Ocean Institute, Coastal Zone Canada Association)



Types of Committees

- Legislatively mandated
- Information exchange (e.g., UN Oceans)
- Task-oriented / time-limited
- Like-minded individuals (e.g., Coastal Zone Canada Association)
 - “no one told us to do it and nobody told us not to”
 - Still going strong 30 years later



Effective Committees all share some common characteristics

- Trusted leadership
- Inclusive membership
- Clearly understood goals and objectives
- Constant communication (in/out)
- Participants eager to learn about and appreciate each others' mandates, goals and objectives
- Every member has an active role to play (e.g., working group chair/member)



Risks to committee effectiveness

- Entropy
- Boredom with meetings
- Lack of tangible progress
- Agreement in committee – but end runs to power



Discussion - Why are you on this committee?

- Assigned by your boss
- To protect the status quo (“Make sure nothing stupid happens”)
- Opportunity to advance your organization’s agenda with others
- You personally believe in the initiative – want to make a difference
- See it as the best means of achieving resilience

- Discussion

PELEE COASTAL RESILIENCE COMMITTEE

TERMS OF REFERENCE

Pelee Coastal Resilience Committee Vision

- *Added once approved*

Pelee Coastal Resilience Committee Goals

- *Added once approved*

1.0 TERMS OF REFERENCE

This Terms of Reference (ToR) was prepared for the Pelee Coastal Resilience Committee, which is advancing the development and implementation of the Pelee Coastal Resilience Action Plan. The geographic scope of the plan includes two coastal areas: 1) the Pelee West littoral cell, which stretches from Amherstburg at the mouth of the Detroit River to the tip of Point Pelee National Park (PPNP) and the Southeast Shoal, which is entirely within the County of Essex, and 2) the Pelee East littoral cell, which extends from the Port Alma area in Chatham-Kent to the tip of PPNP and the Southeast Shoal in the County of Essex. Refer to the map in Figure 1.



Figure 1 Pelee West and Pelee East Littoral Cells and Coastal Area

The coastal area is shaded in Figure 1 and includes the nearshore (to a depth of 15 m), the land-water interface, and the extent of lake processes (e.g., storm surge) in rivermouths, embayments, and up tributaries. It does not include the upper reaches of watersheds (e.g. interior lands in the County of Essex or the Municipality of Chatham-Kent).

1.1 Purpose of the Terms of Reference

This document outlines the role of the Committee for the Pelee Coastal Resilience Action Plan, including guidelines for membership, mandate, and decision making. This document may be amended as the work of the Committee progresses. Any amendments to the ToFR will require a consensus of the Committee or if consensus can't be reached a vote by the majority.

1.2 Mandate of Committee

The Pelee Coastal Resilience Committee will guide the development and implementation of a Coastal Resilience Action Plan for the Pelee East and Pelee West Littoral Cells. It is anticipated that the technical work will be led by representatives from the Committee organizations and hired consultants as required. The work of the Committee will always be completed in a collaborative and respectful manner.

1.3 Membership

The Committee membership will consist of organizations representing the broad cross-section of social, economic, ecological, and physical dimensions in the coastal area of the Pelee East and Pelee West littoral cells. These interests will be represented by stakeholders, rights holders, landowners, various levels of government, environmental non-government organizations, etc.

The term of membership is flexible, but organizations should strive to nominate individuals that can serve for multiple years. The initial mandate of the Committee extends to December 2027. If additional funding is secured, the mandate will be extended beyond 2027. Ideally, the Committee will remain in-place indefinitely to advance collaborative coastal management in the littoral cells, implement a range of adaptation actions, and continue to increase the resilience of the coastal areas.

Membership will be periodically reviewed, and additional contributors may be added to address gaps in expertise or emerging issues.

The initial size of the Committee will include approximately 20 organizations with a maximum of twenty-five organizations as the project is extended.

1.4 Sub-committees, Working Groups, and Task Teams

Sub-committees, working groups, and task teams will be created as needed and chaired by a representative of the Pelee Coastal Resilience Committee or another designate as appointed by the Committee. Members may include the partner organizations, community members from the study area, and experts from abroad that represent the social, economic, ecological, and physical dimensions in the coastal area of the Pelee East and Pelee West littoral cells. Sub-committees, working groups, and task teams are non-voting and will bring recommendations forward to the Pelee Coastal Resilience Committee for consideration.

1.5 Committee Chair(s)

The Committee will initially be co-chaired by the Lead Consultants – Pete Zuzek and Linda Mortsch. The Committee may choose to change the co-chairs in the future by a majority vote.

1.6 Voting

Each organization will have one vote. Organizations are encouraged to have more than one person attend meetings however one person should be designated to vote on behalf of the organization. The exception to this rule is Fisheries and Oceans Canada (DFO); DFO will have two votes – one for Small Craft Harbours and one for Integrated Planning Unit.

1.7 Guiding Commitments

The Committee members agree to the following commitments:

1. Membership is voluntary and uncompensated.
2. Members understand, accept, and agree to always abide by the Terms of Reference.
3. Members will actively participate in Committee meetings and assignments, including sub-committees for special actions and activities, such as advancing an adaptation concept.
4. Members will review meeting minutes to verify accuracy of record keeping.
5. Members will share information within their organization and promote opportunities for wider community engagement and information sharing across their networks.
6. Members will always treat other members of the Resilience Committee and Sub-committees with courtesy and respect, aware that diverse backgrounds, experiences, goals, and perspectives are welcome. In all communications and actions, members will consistently honour and affirm the passion, professional expertise, and good intentions of others.

If members don't maintain these commitments, they can be removed from the Committee by a majority vote.

1.8 Responsibilities and Decision Making

The Chair(s), in collaboration with Committee members, are responsible for preparing a vision and goals, developing a work plan, and managing the forward agenda of the Committee. A Coastal Resilience Action Plan will be developed, and adaptation actions will be implemented to increase coastal resilience in the study area.

The Committee will operate using a consensus-based approach to make decisions (see appendix A), where members seek general agreement on future work plans and actions. This approach will allow participants to openly discuss ideas, perspectives, and viewpoints, and work together to develop common ground and minimize areas of disagreement to the best of their ability.

If consensus is not reached on a decision, a vote will be coordinated by the Chair(s), who does not vote. A tie will be decided by the Chair(s).

1.9 Meeting Management, Agendas and Minutes

Meetings will be scheduled quarterly with dates established annually to ensure maximum participation. A reminder notice will be sent at least two weeks in advance. Meetings will be held in-person. A draft agenda will be circulated in advance of the meeting for feedback and additions. Minutes will be recorded and tabled at subsequent meetings for review and approval.

1.10 Data Sharing

The Committee will establish an efficient digital procedure for data sharing, such as minutes, presentations, and reports.

1.11 Media Interaction

All media requests related to the Committee or its activities shall be directed to a single Committee representative, as agreed by the Committee. The inaugural Media Representative will be Rebecca Belanger, County of Essex (as agreed at the Kick-off meeting on May 19th, 2024). If other members are asked to speak on the work of the Pelee Coastal Resilience Committee, they should contact Rebecca or the current Media Representative.

Member organizations can speak directly to the media when it involves projects and resilience work that is led by their organization and beyond the work of the Pelee Coastal Resilience Committee.

1.12 Other

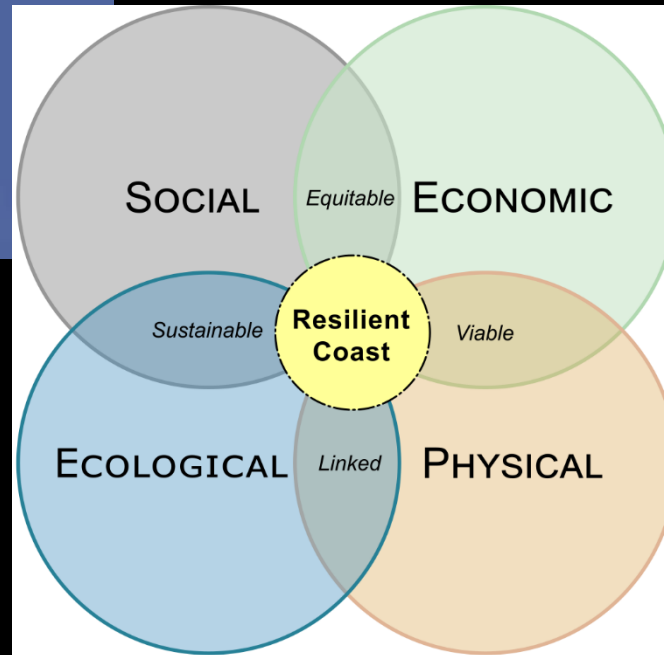
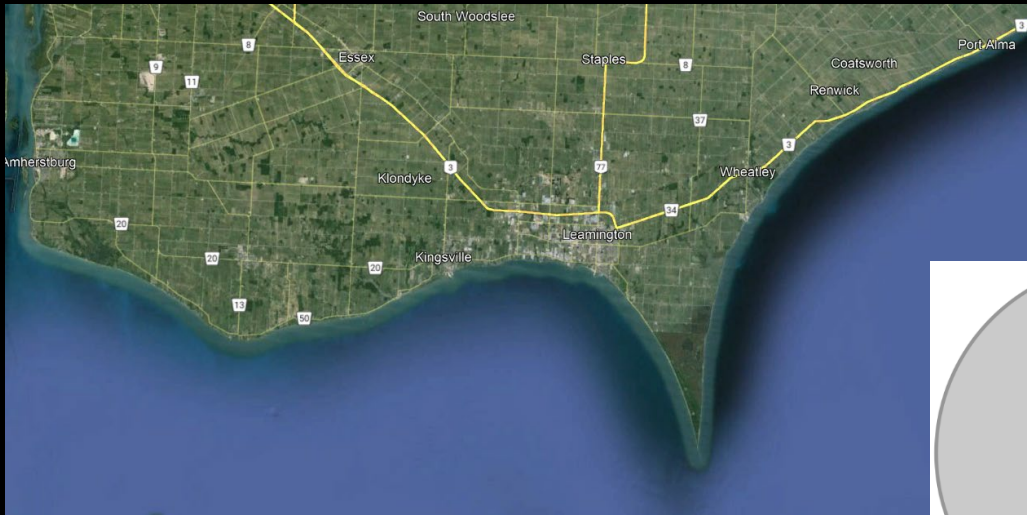
The Terms of Reference will be reviewed annually.

Approval Date: June 13, 2024 (*keep if approved*)



Logo Design by Naomi Peters, Caldwell First Nation

- <https://priscillaprints.com/>





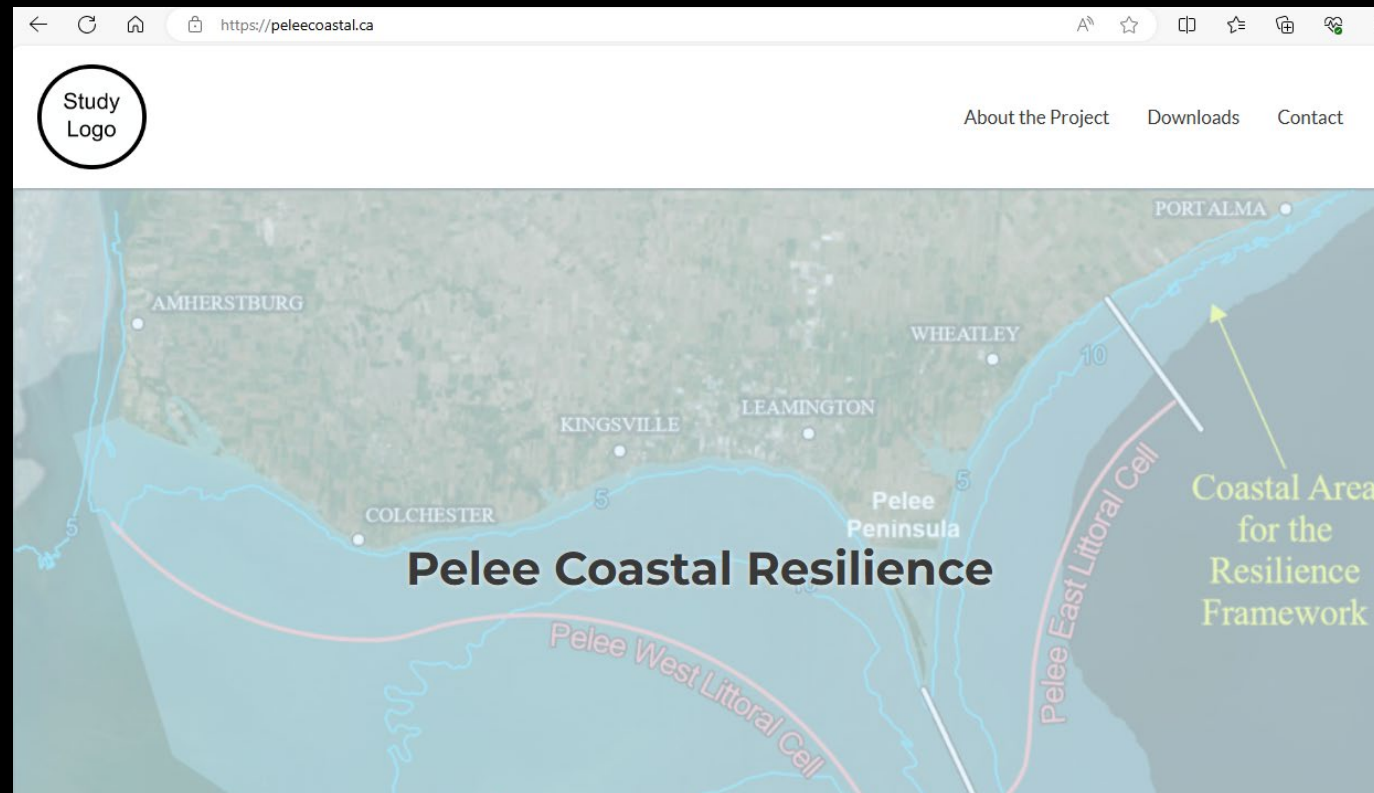
Latest drafts for discussion





Project Website

- <https://peleecoastal.ca/>
- Discussion on content





IV – FINALIZE VISION AND GOALS





Vision – Pelee Coastal Resilience Committee

- In our Great Lakes coastal areas, communities, economies and the natural environment are resilient to current and emerging stresses. Through collaboration, partners and residents are empowered to take collective action that improves coastal resilience through equitable, inclusive, and sustainable adaptation.



Goal - 1 of 4

- Promote integrated coastal governance where the locally-focused Pelee Coastal Resilience Committee recognizes First Nations leadership and knowledge, and engages with all rights holders with their free and prior informed consent. The Committee is linked to a broader, lake-wide research, regulatory, and institutional network for coordination and support.



Goal – 2 of 4

- Co-develop integrated coastal resilience plans with an “all-of-society approach” that leverages existing knowledge, new understandings, and collaborative ways of working together to establish coordinated priorities and take collective action.



Goal - 3 of 4

- Provide opportunities to braid Indigenous Traditional Knowledge and western science through shared learning and knowledge exchange to build capacity in the broader community, assess the state of the coastal system, further resilience planning and priority setting, and implement adaptation projects to achieve desired resilience outcomes.



Goal - 4 of 4

- Promote, encourage and support implementation of adaptation projects that respect the complex and interconnected nature of the coastal system. Adaptations include those undertaken at varying time frames (short- and long-term) and spatial scales (community to regional scale) as well as those that create equitable, responsible, sustainable, and transformative changes.



V – YEAR 1 WORKPLAN

SUMMARY PROJECT SCHEDULE	STEP 1 - FY24/25				STEP 2 - FY25/26				STEP 3 - FY26/27				STEP 4 - FY27		
	May '24 to Mar. '25				Apr. '25 to Mar. '26				Apr. '26 to Mar. '27				Ending Dec.'27		
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
GOVERNANCE (COMMITTEE MEETINGS, ETC.)	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12	as required		
STEP 1 - BASELINE ASSESSMENT AND VULNERABILITY															
STEP 2 - RESILIENCE PLAN DEVELOPMENT															
STEP 3 - TAKE ACTION TO IMPLEMENT SELECT PROJECTS															
STEP 4 - EVALUATE OUTCOMES AND REPORTING															

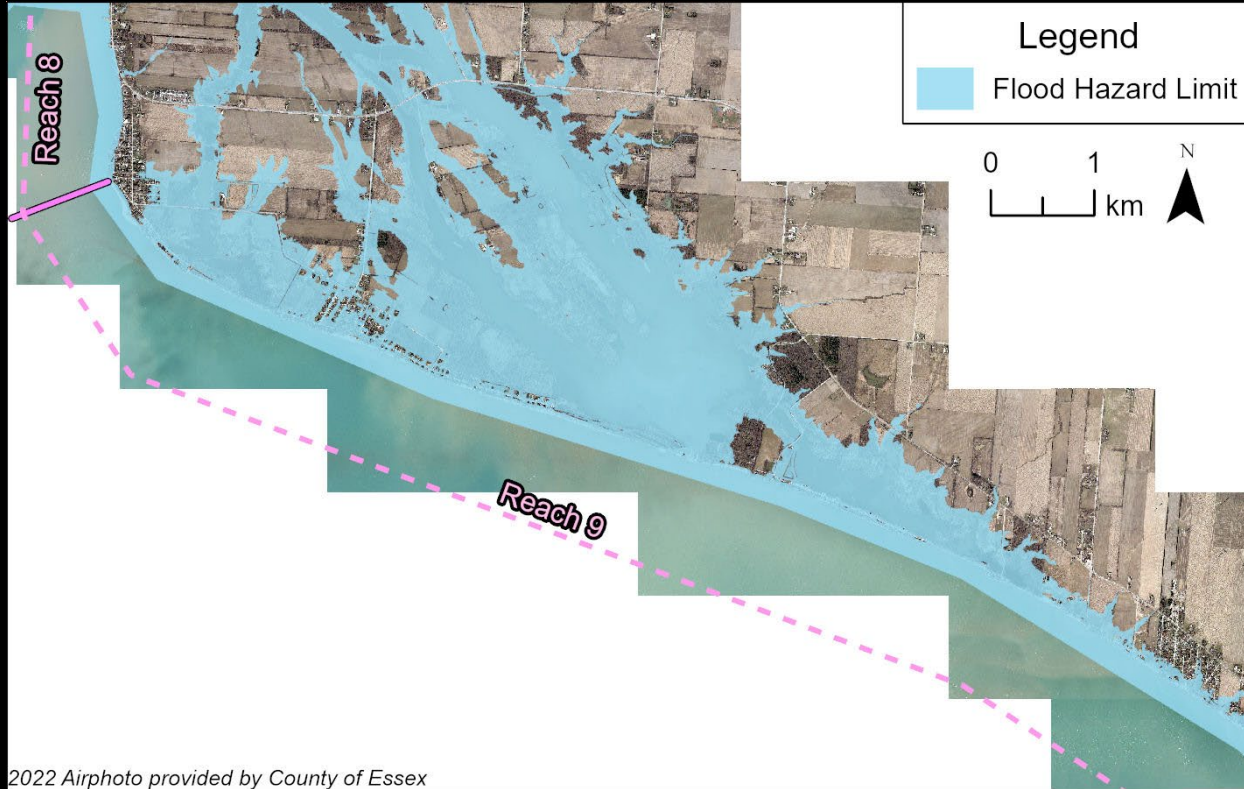
LEGEND

Workshop

Consultation



Vulnerability Assessment With Updated Coastal Hazard Mapping



2022 Airphoto provided by County of Essex





Need Digital Property Parcels, Buildings Layer, and Assessed Values

- Chatham-Kent (~Port Alma to Wheatley)
 - Buildings and parcels current as of 2015 orthophoto
 - Assessed values current as of ~2019

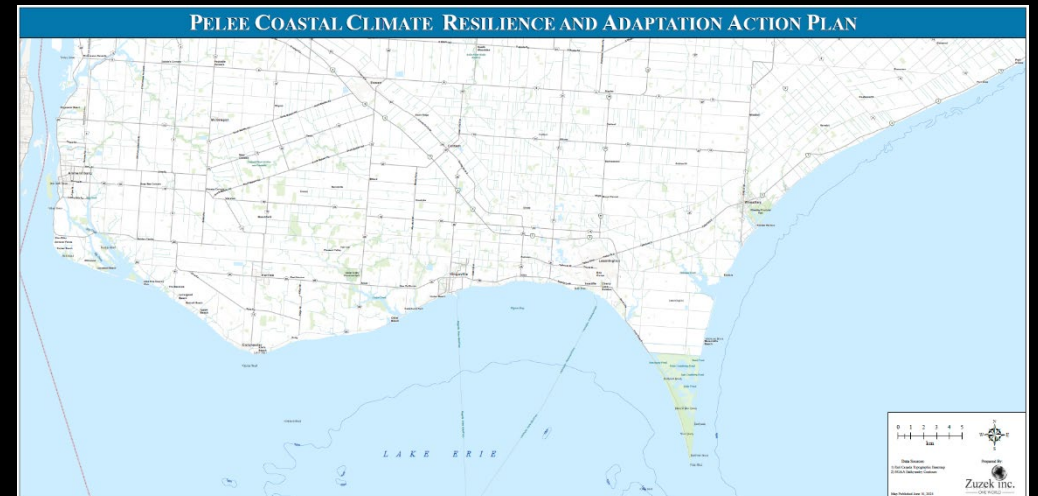
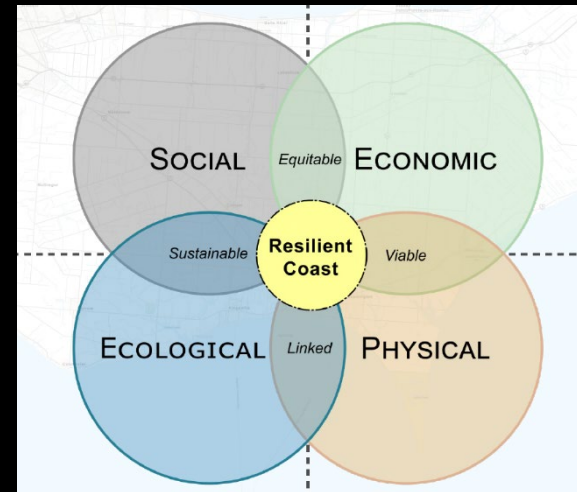
- Southeast Leamington
 - Buildings, parcels, assessment data current as of 2020

- Leamington to Amherstburg
 - Nothing



Breakout Group Questions

- Question #1:
 - Describe existing impacts/challenges your organization is seeing/experiencing in the study area (non-geographic)
- Question #2:
 - Identify a geographic area(s) with low resilience/challenges





VI – OTHER BUSINESS





**VII – NEXT MEETING: SEPTEMBER 12,
2024, 10 am to 3 pm IN-PERSON AT
XX**

MEETING ADJOURNED